

**Virginia Workforce Council  
Virginia Historical Society  
428 North Boulevard  
Richmond, Virginia  
March 31, 2004  
Minutes**

I. Call to Order – Chair Marjorie Connelly

Chair Connelly called the meeting to order at 9:35 a.m.

II Roll Call – Members Present

Marjorie Connelly, Chair	Michael Daniels
David Brash	John Cannon
G. Trigg Copenhaver	James Copp
Mayor Rosalyn Dance	Dr. Glenn DuBois
Dolores Esser	C. Michael Ferraro
Richard Gonzalez	Senator Charles Hawkins
Hugh Keogh	Daniel LeBlanc
Senator Yvonne Miller	Secretary Michael Schewel
Supervisor Chair Don Sullenberger	James Underwood
Secretary Belle Wheelan	Andrea Wooten

III. Approval of the Minutes – Chair Connelly

The minutes of the January 13, 2004 meeting were approved.

IV. Public Comment – Chair Connelly

There were no public comments.

V. Northern Shenandoah Workforce Investment Board (WIB 5) Performance Report  
– Andrea Grund, WIB Director

The WIB's administrative funds are \$35,000. Ms. Grund described the condition of the WIB as underfunded since its inception with 1.5 staff for the Board. Services can be accessed at two comprehensive workforce centers. One is located at the Virginia Employment Commission in Winchester and the other is located at Lord Fairfax Community College in Middletown. There are four and one-half staff working in the workforce centers. This is the full staff complement.

The WIB had Welfare-to-Work funds but the program ended. We tried the Metro Tech in our area but found that we could not make it work. We have a National Emergency Grant for those affected by the events of 9/11 and that is now ending.

We were in the process of applying for an H1B Grant. We had it written and the letters from the business but that ended. The WIB is still looking for more funding.

The WIB did not meet any performance standards the first year because between the end of the Job Training Partnership Act (JTPA) and March of 2002, no clients were served. The new WIB was struggling with the legislation and there was no clear indication of what the consequences would be of not serving any clients. In 2002, any performance measure that the WIB failed to meet would be failure for two consecutive years. There were five performance measures that the WIB failed to meet.

Of the three measures, the two highlighted in green, as of the second quarter performance of this year, the WIB is meeting those standards. The problems are due to not understanding how to enter certain data into the system. We are not meeting two of the three and the third, the dislocated worker credentialing was because we had so many lay-offs that were picked up by the NAFTA Trade Act and those folks unfortunately exited and did not get their credentials into the system. That is something that you cannot go back and un-exit and put in their credentials.

There are things the WIB could have done better. We wanted to get the program going and we took on too many people all at once, follow-up became a problem and exit strategies became a problem where too many people exited at the same time. The initial staff was not qualified and the WIB did not understand the staff qualifications that were needed for this program. Two staff left and that was a 50 percent turnover rate and this produces a higher gap in services. The WIB was not proactive in requesting training. We have started to be proactive in requesting that training.

There are areas where the WIB needs assistance. We could use more performance training and we are working with Willie Blanton on that. Dr. Bolin is taking care of some items, such as regular WIB Directors' meetings. We need help tying our data back to the performance data and time to review the preliminary reports. We also need the ability to self-correct errors in the system.

Ms. Grund stated that there have been discussions about merging with another workforce area as a solution to the small funding amount for the WIB. Areas that are contiguous with WIB 5 are Area 11, which is Loudon, Prince William and Fairfax. They are economically different from WIB 5. Areas 6 and 4 are also contiguous to our area. Each of those areas gets approximately \$700,000 a year, also not much and they each already have 11 localities. If we were to combine with either of those areas, the WIB would contain sixteen localities with a million dollars or \$100K in administration. Then you have the issue of board members not wanting to travel that far to board meetings and getting quorums, etc.

Another issue is the allocation formula for the WIBs. I hope the State will carefully look at the allocation formulas and make sure that there is nothing that can be done to make the formulas more equitable. Ms. Grund also stated that the WIB can use grant writing assistance. State funded consultants would also be useful to provide help for various projects, writing the strategic plan, doing employer surveys, etc.

The WIB is doing some things well. We have held two Malcolm Baldrige continuous improvement team events. We received in-house performance training last week and have requested more. We are now keeping track of the cohort groups to the best of our ability. We need more assistance with that because we don't quite understand who is in what cohort, but we are trying so that we can anticipate the issues. Customer satisfaction is 97 percent to date. Adult earnings were \$5,000 in 2002 and so far we are at \$8,000 in 2003. We are doing well with partnerships. We have excellent participation from our local VEC, community college and economic development. All five areas sit on our board and attend meetings and other partners as well.

WIB 5 has served 82 youth and 577 adults on such low funds. Nursing is big in WIB 5 because we have a huge hospital, Valley Health Systems. Because of carryover funds, for PY 2001 (FY 2002), we spent \$296,000 WIA funds and this does not include the other grants. Of those dollars, fifty-eight percent was spent directly on clients. Sixteen percent on case management, thirteen percent on computer equipment, office supplies and furniture, seven percent on the Board's staff salary and six percent on remaining expenses. In PY 2002 (FY 2003), we spent \$535,000, you will note it is higher than our allocation and as we run out of carry over funds we are going to be in trouble. We spent sixty-five percent directly on clients, twenty percent on case management or workforce center staff, eight percent on Board staff and seven percent on everything else.

Mr. Ferraro asked Ms. Grund about who actually works in the workforce centers? Ms. Grund stated that the 4.5 staff work at the workforce center at Lord Fairfax Community College in Middleton. The VEC is essentially running the center in Winchester for free and our staff goes there on occasion in order to do intake of WIA clients. Both workforce centers mainly work on the referral system to the other partners. Mr. Ferraro also suggested that the WIB read the cost sharing allocation formulas in the State MOU and the models to share resources

Mr. Copenhagen stated he would like to reinforce the point Andrea has made about assistance for technical grant writing. It has been crucial to his WIB's success in the past and its ability to obtain federal funds to supplement these low allocations. Mr. Copenhagen stated he would like to go on record to request the State to provide some type of assistance to the local boards that would like to utilize it.

Mr. LeBlanc suggested the subject of grant writing could be referred to a committee and the committee make a report to council for the next meeting. Chair Connelly asked Michael Ferraro and Andrea Grund to work out where it would be best suited.

VI. Strategic Guiding Principles & Governance Standards for Virginia's Workforce and Career Development System – Committee Chairs Andrea Wooten and Daniel LeBlanc

Mr. LeBlanc stated the goal as instructed by the Council Chair was to ensure that everybody had a voice and an opportunity to discuss the comments that were made and also to examine the draft documents (One Stop Career Center Minimum Standards, WIB Member Criteria and Governance Structure).

Ms. Wooten assured everyone that the two Committees reviewed and debated all of the comments. A couple of the key revisions were made to make it clear that these are guidance documents, not mandates. A number of other changes were made. As we learn more and find things that need to be tweaked and improved, that will be done. Mr. LeBlanc made a motion to approve the documents. The motion was seconded and passed.

VII. Demand Plan Pilot Results –Bruce Wood, Robert W. Glenn, Jr., Katie Keene, Edwin Whitmore III

Chair Connelly explained the background of the demand plan pilots that had been approved by the Council in June 2003. The two pilot areas are here to report their results. Chair Connelly introduced Bruce Wood, Executive Director from WIB 3.

WIB 3 consists of the counties are Franklin, Roanoke, Botetourt, Craig and Allegheny and the cities of Covington, Roanoke and Salem. There are about 300,000 citizens and the WIB has \$1.5 million in WIA funding for this program year.

Mr. Wood stated WIB 3 established an industry advisory committee called the Out of the Box Committee. The Committee consisted of members of the community from economic development, one stops, community colleges and private sector business. Research was conducted to determine various resources available to determine employer needs

The gaps that were identified were skill assessment of the existing workforce. The Committee decided to do the survey that would focus on the skills. On October 3, 2003, the WIB had a press conference to kick off what we called "To Build a Better Workforce." We provided the media a packet to inform them of our plans. The month of October was devoted to a full-scale multi media marketing campaign about the survey. The statistical results were provided to the Board and sent to Richmond (WIA) on January 8, 2004.

Regarding the process, Roanoke College lent their telephone bank. The survey was short-5 minutes. Whoever did respond could have their name put in a hat for the possibility of winning one of ten prizes or awards. Employers were asked about what kind of skills they needed to be successful, both now and in the future and how the WIB could help.

Ten percent of almost 15,000 Area 3 businesses were called. 2200 businesses were called and almost 700 surveys were completed. Mr. Wood stated that if they could not talk to the callers, the respondent was given an email address and web site and it was interactive so you could actually enter your information on the web site during that period of time. Here's what they said was important in priority order: work ethic, computer Internet skills, interpersonal skills, job readiness skills, customer service and communication skills. Supplemental data was reviewed for the occupational information. Mr. Wood stated they requested first the chief operating officer, second, the human resources person and third, the manager and last, the person whom they were already talking to. Mr. Wood stated they have a excellent working relationship with Manpower and they have quarterly employer survey information and an on-going analysis of job listings and that is the supplemental data that we looked at particularly from the occupational standpoint.

What have we learned? Businesses, organizations, and the public sector, primarily private sector, will respond to a respectful survey process. We will produce the results within the next couple of weeks at a press conference. The cost to do the surveys was \$7,000.

Where do we go from here? We are going to validate our demand occupation information by contacting targeted employers, and in terms of the ratio of qualified applicants per demand occupation opening. We are going to contact training resources for the demand occupations and space available and enrollment numbers and set targets on those demand occupations. We will target the training programs for inclusion on the workforce development board certified training program list.

Here's what the survey revealed: a work ethic certification curriculum is needed. We found a very interesting program that we may be able to best practice with from Montana on that, i.e., to develop a job readiness interpersonal skill certification curriculum. The certifications are worthless if the job generators do not see a value in them. We see that as very important.

Chair Connelly introduced Robert Glenn, Jr., Principal, Issues Management Group; Katie Keene, Partner-Issues Management Group and Edwin Whitmore, Smyth County Administrator, to speak about the Smyth County pilot.

Mr. Whitmore stated that Smyth County has a population of 33,000. Starting in 1998, there was a total change in the County economy. Seven major industries

left in a two-year period, with the County losing almost 2,000 jobs. Most of these jobs were in textiles, garment and fleece. The jobs went offshore. American of Martinsville closed two plants and lost another one due to a corporate restructuring. Smyth County has a state mental hospital that employs hundreds and a prison that is a treatment facility, so it is in the health care business. Health care is a larger percentage of our workforce than many other communities our size. In addition, manufacturing still employs 40 percent of our workers. In the last 12 months we have added 368 jobs in manufacturing in Smyth County and we still have another 350 vacant. The biggest problem is trying to fill the vacant jobs and have enough skilled workforce to attract new companies to the region.

This demand pilot study was done totally by the private sector. The Smyth County Industry Council elected a nine-member board of directors to oversee the survey and determine the survey questions. CEOs or their human resources people, for the larger companies, were asked to give two hours of their time.

With the manufacturing CEOs and the hospital and nursing CEOs, we captured approximately half of the workforce in Smyth County by interviewing 30 companies. If you would go so far as to agree that the CEOs of those 30 organizations have a pretty good feel about their organization and needs, then you could also go as far as to say they are speaking on behalf of roughly half of the workforce in Smyth County. This project did take a number of turns that are different from what this Council approved in the pilot. We have some problems but we also have some easy solutions. Secretary Schewel has already convened a meeting and already made some preliminary assignments on some of these ten recommendations.

The CEOs want to be heard, they want their training needs to be met and they are not particularly excited about the recruitment of new industry. They are in computer controlled manufacturing devices principally. The majority of these companies are in the machining and tooling business. They have training needs that exist today with jobs that total 350 and that was a significant finding.

The intent of WIA is not being realized. Only one of the 30 companies and only one of the 56 individuals interviewed had heard of the Workforce Investment Board. The only business leader who is aware of the WIB is currently a board member of the WIB. Equally noteworthy was that no business leader interviewed had ever been visited by the WIB on site or any of the program training providers, nor had they received a description or an offer of their services. With thirteen localities, there is very little in common with Smyth County and Blacksburg, very little in common with a six-person machine shop and the state's land grant university. The challenge for WIB 2 is enormous and we believe that by engaging CEOs at the local level and hearing what they have to say, and showing them that things can and will be done on their behalf is in fact the way to go.

Both of the Community Colleges are understood as resources. Although, in the vast majority of cases it was the industry or business that approached the community college instead of the other way around.

There was a surprisingly unanimous focus without exception with each of those interviewed that what is critical to them at this point is not what we call hard skills. When we began this interviewing process we expected to come out and be able to present to you that Smyth County needs two dozen new aluminum welders and three dozen RNs and some LPNs. That was not what the private sector wanted to talk about. They wanted to talk about what we have come to know as soft skills. It is our belief that this is now a misnomer. The nomenclature of language around workforce needs to change. As long as we talk about things like attitude, communication, the ability to work in teams, anger management as soft skills, they are diminished. What the CEOs and the human resources folks across the spectrum in Smyth County told us is that they need attitude, good work ethic, as well as very basic reading comprehension and math skills. It is our hope that one of the things that will come out of this study is a rethinking of how to reclassify what are considered critical skills for current jobs and jobs of the future.

Twenty-one of our 30 companies reported finding difficulty getting qualified workers. While nine reported having no difficulty at this time, of those nine companies several are not currently hiring, do not see hiring happening or have very serious future concerns about being able to find qualified people. One issue we asked about had to do with retirement and there are several industries that are quite concerned about being impacted by senior retirement happening in skilled jobs, particularly in welding and certain parts of our manufacturing industry. There are not new people coming along to be trained and to gain the wisdom of on the job training as well, and so there are certain skills particularly in mold, tool and dye that some business leaders feel may become extinct.

With the exception of management training courses, every company prefers to train their own employees using in-house programs. But given that finding it has some very serious implications for how we provide service and training in the future. Virtually every company interviewed described what we feel is a critical finding of this study and it is an alarming trend, at least in Smyth County. A stereotype is definitely emerging for people under the age of 25 as having a poor work ethic, a poor attitude toward employment, very poor basic skills and being a very poor risk as a new employee. This is something that the state level needs to really take seriously.

Mr. Glenn mentioned the role of the local School Superintendent. He is an ex-officio member of the Industry Council. He is committed to working with the private sector to address the youth problems. We are hopeful that we can apply for a Department of Labor grant be a pilot to work on some connectivity there between the private sector and the school system.

We were asked very specifically to talk with all of the business and public sector about their relationship with the VEC. Nineteen were very disappointed with the performance of the VEC, nine were satisfied and two did not respond. Of those who were satisfied, they told us that it was when they were willing to be very clear with the VEC about what they needed and to work with that relationship that things were fine. This makes a lot of sense to us because what we found was the willingness on both sides to communicate but the dots are not connected. In some cases what we found is that the expectation of the VEC and the VEC's legal mandates do not match. Out of this project has come a tremendous openness and a new willingness to have that relationship between private sector and the VEC be improved.

Mr. Copenhaver stated that he sees a common denominator in the two presentations, even though the demographics of Smyth County may be entirely different of those in Blacksburg. It is not so much demographics, but more a commonality of perceptions. Two years ago, the Council discussed a marketing effort to communicate what is available throughout the state, through the local WIBs and to my knowledge we have not done anything. The attitude is definitely reflective of leadership and the Council has the responsibility for that leadership and we can do something about that but we have got to get the word out.

Chair Connelly stated Hugh Keogh's Committee, Awareness and Confidence, will be exploring statewide marketing and the Council should be getting some recommendations in the near future on this topic.

#### VIII. WIB Chair's Report –Dr. Barbara Bolin

Dr. Bolin stated in the interest of efficiency, there is no need for a formal WIB Chairs Association and there will be no funding for the WIB Chairs Association. However, Dr. Bolin will act as a convener for regular meetings of WIB Chairs and Directors. The WIB Chairs will be meet every quarter. The WIB Directors will be meeting every month. The meetings will take place at colleges and universities, which currently have a workforce development focus. These meetings will provide the opportunity for peer-to-peer sharing and the state can provide significant technical assistance to WIBs on a regular basis.

In the last couple of weeks, Dr. Bolin has held regional meetings with the 17 WIB Directors and many of the WIB Chairs. The purpose was to help each WIB conduct an adequate environmental scan. We have a technical assistance team, which consists of Dr. Fletcher Magnum, acting as an assistant on-call and economist, Dr. Ann Battle, economist from VEDP, Don Lillywhite, Director of the Economic Information Services Division and his colleagues from the VEC. Dr. Magnum passed around a sample of the document being provided to the WIBs, and stated the purpose of the document was to provide the WIBs data gathered in one place that they could use to begin the strategic planning process.



The document is divided into four sections, which includes the basic demographic information for their localities and commuting patterns to show the flows of economic activity in terms of movement of people.

The second large component of this document is the economic profile. This includes unemployment trends, employers by size of establishment, employment by industry, new hires by industry. We have incorporated along with the VEC data, and the VEC was very instrumental in putting this together, data from the LED project, which combines census data and labor market information. Turnover by industry is examined and the age of workers by industry to begin to get a feel for where they are going to be and fairly large shifts in terms of new hires as a result of waves of retirement that are likely to take place.

Another component of the employment section is characteristics of the unemployed, where those people are, what skills they have, what occupation they came out of, where they would fit into new hiring patterns. The third component is the education data. This looks at educational attainment within the region.

We took occupational demand projections from the VEC and mapped those occupational demand projections into the required post-secondary vocational training that would be necessary as a minimum criteria for those jobs. What we have done is take that data from a statewide level and regionalized it to make it useful for the WIBs. In addition in cooperation with ACT, we will use Work Keys skills profiles to profile the constellation of skills that are characteristic of a region as a result of their occupational profile and compare that with the occupational projection to identify what skills would be required in the future. We are working on expanding and improving these documents, and anticipate getting that out to all the workforce investment boards hopefully by the end of April or shortly thereafter.

Dr. Bolin stated we made it clear when we met with each of the WIB Directors that this document that you currently are looking at is only the demand side. We got their feedback as to what they needed and that supply side data will be added to each WIBs data set.

#### IX. Virginia Career Education Foundation – Brenda Friarson

Chair Connelly introduced Brenda Friarson, President of the Virginia Career Education Program.

Ms. Friarson stated that a big challenge in meeting workforce needs is the lack of awareness among young people and their parents with regard to the changing needs of the workforce and the highly technical skills that are required. Governor Warner recognized the fact that most of the positions of the future workforce will require highly skilled workers and the Career Education Foundation, a 501C3

organization, was established to serve as a public private/partnership to bring together the various parties to help address the lack of awareness across the state.

Through statewide surveys, we found that more than half of the guidance counselors have a very positive perception of career and technical education programs and see them as really good preparation for four-year and two-year degree program and high school students said the same thing. They have a very positive perception of Career & Technical Education (CTE) programs. The problem is mostly their parents, who don't have a lot of insight on CTE programs and what they are today.

The Foundation sees part of the solution as a long-term statewide public awareness campaign, whose goal would be to inform student, parents, teachers and counselors and the general public of the benefits of career and technical education programs, and thus the career opportunities made possible to young people by the skills they acquire in these programs.

We are preparing to publicly announce this campaign at the end or middle of spring. Ms. Frairson stated that the General Assembly provided \$250,000 as seed money for matching to get the foundation started in 2002. Northrup Grumman has committed \$100,000. Ms. Friarson stated they requested \$500,000 in the current budget.

## X. Committee Reports

### Executive Committee – Chair Marjorie Connelly

Chair Connelly stated the Executive Committee affirmed the Committee duties, asked staff to post them on the web and approved some Committee budget requests. We approved \$40,500 for the Awareness & Confidence Committee; \$25,000 for the Key Player Effectiveness Committee; and \$35,000 for the Metrics & Incentives Committee. The other two committees were a little distracted with some of the immediate work around the standards and guidelines that we talked about earlier, so they are still formulating some of their ideas and expect them to come back to us.

We also got an update on the WIA reauthorization. We did draft a letter expressing our point of view on the WIA reauthorization and that is still in process. Finally, we agreed to hold quarterly meetings and the next meeting is May 14 as a videoconference. The WIA local allocations and the discretionary funds will be on that agenda. That will be reviewed at the Executive Committee and brought to the Council in June..

### Awareness & Confidence – Chair Hugh Keogh

The chief product of this committee was the budget. This is an important first step and one that will raise the value of the Council and the WIBs around the

Commonwealth as a resource. The budget is keyed to two ingredients funded at about \$2500 that would include PSAs involving the Governor of Virginia to make inexpensive statements for broadcast at no media cost around the state that would establish his level of confidence and awareness of the WIB process and the resource that it represents. The second is \$30,000 to fund three \$10,000 pilot marketing projects among three of WIBs in the state.

#### Key Player Effectiveness Committee – Chair C. Michael Ferraro

The Committee's first set of objectives are related to exposure of Council members to events and seeking best practices. Five council members attended the National Association of Workforce Boards' conference this year and Mr. Ferraro thanked Capitol One for sponsoring the reception for Virginia attendees. We will want to continue to at least offer ongoing professional development for council members. A calendar will be established on the Council web site related to workforce related conferences and workshops. If there are items that you want to go to, maybe we pay for some, maybe you pay for some, we will work that out and we will see what resources are required.

Currently, 20 states have workforce development academies, institutes, some type of structured professional development, training. We will probably come back to the council some time this summer with best practices from several states and put some options on the table for what Virginia's might look like.

Our second goal is to do more collaborating with economic development. Each of you was sent a list of relevant associations to join and conferences to attend to. That is what the Committee's budget supports to get you out into the economic development arenas and see some of the connections.

The third goal is to increase the effectiveness and efficiency of the council meetings. Each of you was sent a two-page survey of your feedback on current meetings. The Committee will take a look at that data and recommend a standard agenda for each of our meetings.

Dr. Bolin stated that the Governor's Workforce and Career Development Conference October 19 - 21, 2004 at the Richmond Marriott. Key tracks have been identified and grant writing is one we can put in there.

#### Metrics & Incentives Committee – Chair G. Trigg Copenhaver

The Committee's budget request is \$35,000 to be used primarily for incentives. Some of that money will be used as conference awards at the upcoming Governor's conference in the fall as well as partner incentives for the WIBs contractors. One of the things that we have heard in the past was it is difficult to align and get the cooperation that is needed with the partners within the WIB

areas, so we are going to look at providing some incentives directly to those partners.

Another Committee charge is the data gathering processes, which we will continue to work towards as well as development of reports, determination of available incentives and consequences as well, and the return on investment.

XI. Revised Articles of Organization – Gail Robinson

The discussion focused on the major changes in the Articles of Organization. The Council has had an unwritten understanding that 50 percent of the committee membership would constitute a quorum because the committees are so small. That language is now in these Articles and also that 6 members constitute a quorum for the Executive Committee.

The next matter relates to the letter from the Assistant Attorney General about the issue of alternates. Originally, the Asst. Attorney General advised that there was no federal or state precedent for alternates for Gubernatorial appointments. Chair Connelly stated that members need to be aware that the alternate does not count towards a quorum, and since they are not appointed, do not have the voting privilege but certainly can gather information and bring that back so who ever cannot attend that particular meeting can stay up to speed. That is the intention and that works pretty well and has worked for us in general.

The issue of absentee voting is a new issue being put forth and the Governor's Special Advisor for Workforce Development being a member of the Executive Committee is the other additional change in terms of the Executive Committee membership.

A motion was made to make no changes in the Articles of Organization and to establish the Governor's Special Advisor as an ex officio non-voting member on the Council and the Executive Committee, and strike the absentee voting language from the document. The motion was seconded and approved.

XII. Administrative Update – General Assembly Action - Secretary Belle Wheelan, Secretary Michael Schewel (John Sternlicht), WIA Reauthorization – Dr. Barbara Bolin

Mr. Sternlicht stated there were a couple of bills related to the role of the Special Advisor to the Governor for Workforce Development, where the text was replicated in both bills.. They both passed the Senate without incident and without opposition. One of them passed through the House without opposition and the other one was carried over. There was one bill that is now headed to the Governor's desk for signature, SB 304, that contains all the language in what we colloquially call the Governor's bill that establishes the role of the Special Advisor for Workforce Development and also requires an annual report on all

workforce service programs in the Commonwealth. There was another bill that was carried over for further study. That was a House bill by Delegate Hogan that actually was more sweeping and set up a state agency that would combine all the workforce functions into one.

Secretary Wheelan stated there were three bills on the education side. HB 9, presented by Delegate Cox that abolishes the business/education partnership program. That was federally funded school-to-work program, a three or five year program and the funds ended, and the program and advisory board ended. HB 617, with Delegate Carrico is a distance learning bill that requires, effective January 2005, that each public institution of higher education include information in its strategic plan indicating to what extent they will use distance learning to expand, access, improve quality and minimize the cost of education specifically as it has to do with workforce training. That has passed both Houses and the Governor signed it. HJR 125 carried by Delegate Hamilton, requested that the Department of Education and the State Council of Higher Education develop a template for statewide articulation agreement for career and technical education that provides a seamless pathway for students to move from high school career technical programs into community college career and technical programs. This was agreed upon by both Houses but is has not yet been signed by the Governor.

On the WIA reauthorization, Dr. Bolin stated that at the National Association of Workforce Boards, she had met with the aides of Virginia's Senators and stressed the following points: (1) maintain the funding levels and even give some thought to increasing it; (2) on President Bush's proposal to remove the mandatory requirement for a majority of private sector membership on the state boards, the Governor agreed that was not something that we would support; and (3) there should be no consolidation of funding or block granting of funding because that inevitably results in reduction of funding.

Mr. Cannon requested that Dr. Bolin's staff prepare a Council meeting synopsis to be used by Council members for news releases at home. News about the Council and its work could reach more employers and customers. Dr. Bolin stated that she could arrange for something like that to be put together for Council members to spread the word in their regions.

### XIII. Adjourn – Chair Marjorie Connelly

Chair Connelly thanked everyone and the next council meeting is June 15, 2004 in Charlottesville. The meeting adjourned at 12:45 pm.